



Foreign Affairs Manual

14 FAM – Logistics Management

Change Transmittal: LOG-94

Date: May 5, 2011

14 FAM 220 GENERAL ACQUISITIONS

Changes

1. **14 FAM 220, General Acquisitions:** Minor edits and:
 - **14 FAM 221.1, Advance Acquisition Planning, paragraph e:** *Acquisition plans for services with expenditures expected to exceed \$25 million per year must be approved by the cognizant Assistant Secretary to validate that adequate resources have been identified for effective contract administration;* and
 - **14 FAM 222, Contract Administration, paragraph f:** *Requiring offices are responsible for planning the extent of contract administration support necessary for effective contract monitoring. Consideration should be given to the number of geographic locations requiring monitoring, the need for special technical expertise, language skills, and any special monitoring requirements. Requiring offices should identify the need for contractor support and travel funding and reserve sufficient program funding.*
2. **Change Transmittal** has replaced the term Transmittal Letter. Change Transmittal was selected as being more appropriate in this age of electronic information transmission.
3. Revisions appear in *italic dark magenta*. Italic dark magenta provides a historical record of changes. New or substantially revised subchapters will not appear in italic dark magenta.
4. Officers are reminded that Department-issued materials not codified in the Foreign Affairs Manual or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1115.2).

Filing Instructions for Paper Copies

1. Remove and discard old subchapter 14 FAM 220 (CT:LOG-63, 06-16-2009; 16 pages) and replace it with revised subchapter 14 FAM 220 (19 pages).
2. After inserting the material in the binder, insert this Change Transmittal letter immediately following the CT Checklist, then fill in the entry line for CT:LOG-94 and initial.

Distribution Notice

1. The Foreign Affairs Manual and Handbooks (unclassified) official version can be found on the State Department's Intranet site.
2. All posts and offices keeping paper versions of the Foreign Affairs Manual are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5).
3. Use **KFAM** and **AINF** TAGS on **all** communications on FAM/FAH issues; direct questions concerning issuance, validity, and updating to A/GIS/DIR. Direct questions concerning substance and interpretations to the office indicated at the end of this change transmittal letter.

(A/LM)